

PID 60/63
18 April 1963

MEMORANDUM TO: Executive Director, NPIC
THROUGH: Assistant for Operations, NPIC
FROM: Chief, CIA/PID (NPIC)
SUBJECT: Departmental Workload for Period 1-28 Feb 63

1. This report concerning departmental workload and backlog is submitted pursuant to your request.

2. During the period 1 February - 28 February 1963, a total of 132 departmental projects were received against a total of 101 projects completed. On 28 February 1963 a total of 360 departmental projects were on hand. Thus, there was an 8% increase in number of on hand projects from the previous reporting period. It would take working days to complete the 360 projects if the total PI complement of was available.

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3. Considering that many of the projects on hand are in work, the number of working days required to clean up the backlog can be reduced to about 12 working days for the February period.

4. This report does not consider the 84 national projects carried by CIA/PID (NPIC) on 28 February 1963.

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CIA/PID: rb: 18 April